

MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS

OPEN SESSION MINUTES

JANUARY 10, 2018

The meeting was called to order by James Govoni, President with a quorum. Mr. Govoni called for approval of the December's minutes. A motion was made, seconded and approved. Mr. Govoni introduced and thanked Richard Proctor who will be serving as Interim Executive Director. Mr. Proctor comes with a great deal of experience and we are very grateful to have him. The Board has formed a committee to begin our search for a permanent executive director.

BOARD MEMBERS PRESENT

James Govoni, President
Mark Bailey, 1st Vice President
Dr. Camille Bryan, 2nd Vice President
Bob Bradshaw
D. Lynn Newman
Victor C. March
Wayne Cooper
Lynn Shuppel
Kathy Blue
Michele Kutta

ABSENT BOARD MEMBERS

Dr. Ahmed Elzaree

STAFF

Richard Proctor, Interim Executive Director
Thomas Anderson, Health Occupations Inspector
Eula Gautreaux, Licensing Chief
Lisa Woods, Office Secretary III
Carla Boyd, Board Counsel

ADMINISTRATIVE REPORT

Richard Proctor, Interim Director, reported he appreciated the Board President's kind words and looked forward to working with the Board and board staff to continue to move Board forward. Mr. Proctor's

stated one of his 1st priorities, is to look at the Board's internal processes and develop standard operating procedures.

Mr. Proctor reminded everyone to file their financial disclosures for 2017, no later than April 30, 2018.

Jim Govoni, Board President, reported he had been working with the Maryland State Funeral Directors Association to have an online training for mortuary transporters, so the transporter can have the required CEU's available online to them. After discussion a motion was made and approved for the Board to allow MSFDA to formulate an online class for mortuary transporters.

January 16, 2018 the juris prudence exam will be given. Mr. Govoni asked everyone to arrive a little early to allow for signing in.

There will be a mortuary transport class taught by Jim Govoni in February, an exact date will be posted on the website.

EXECUTIVE COMMITTEE REPORT

No report.

FAMILY SECURITY TRUST FUND ADVISORY COMMITTEE

Lynn Shuppel, Chair reported there is currently \$1,066,561.88 in the fund.

PRENEED COMMITTEE REPORT

No report.

ESTABLISHMENT COMMITTEE REPORT

No report

LICENSURE COMMITTEE REPORT

D. Lynn Newman, Chair reported on the following applicants.

Apprentice

Mr. Newman moved for approval of Shelly Curreri of Harman Funeral Home for apprenticeship license. The motion was seconded and approved.

Mr. Newman moved for approval of Tuesday Fuller of Pope Funeral Home for apprenticeship license. The motion was seconded and approved.

Mortician

Mr. Newman moved for approval of Oliver Tregoning for Mortician's license. The motion was seconded and approved.

Mr. Newman moved for approval of Logan Pfaff for Mortician's license. The motion was seconded and approved.

Mr. Newman moved for approval of Trenice Vinson for Mortician's license. The motion was seconded and approved.

Mr. Newman moved for approval of Julia Lauenstein for Mortician's license. The motion was seconded and approved.

Mr. Newman moved for approval of Brittany Lynn Vigar for Mortician's license. The motion was seconded and approved.

Crematory Operator

Mr. Newman moved for approval of Joshua Fry for Crematory Operator. The motion was seconded and approved.

Mr. Newman moved for approval of Kenneth Messina for Crematory Operator. The motion was seconded and approved.

Registered Mortuary Transporters

Mr. Newman moved for approval of Melinda Gonzalez of Anatomic Gift Foundation Inc., LLC for Registered Mortuary Transporters. The motion was seconded and approved.

Mr. Newman moved for approval of LaKeitha Weeden of Alliance Mortuary Transport and Support for Registered Mortuary Transporters. The motion was seconded and approved.

Mr. Newman moved for approval of Samuel Green of Alliance Mortuary Transport and Support for Registered Mortuary Transporters. The motion was seconded and approved.

CONTINUING EDUCATION UNITS COMMITTEE

Camille Bryant, Chair reported on the following CEU's.

1. Matthew International c/o Peter Buck – 10 Arrangement Steps Essential for Families Selecting Cremation – 1/1/2018 – 12/31/2018 1 CEU.
2. NFDA – Various Home Studies – Open dates 2-10 CEU's.
3. NFDA – Cremation Conference – February 24-25, 2018 – 8 CEU's.
4. NFDA – VA Update: Preneed, Benefits & Memorialization – February 22, 2018 – 1 CEU.
5. NFDA – Professional Development – February 8, 2018 – 1 CEU.
6. NFDA – NFDA Cremation Certification Program – Various dates in 2018 – 8 CEU's.
7. Edward M. Ranier – OSHA Prep Room and Removal Compliance – February 3, 2018 – 3 CEU's.
8. Delmarva Funeral Service Association – Insight Into Hospice – March 15, 2018 – 2 CEU's.
9. Delmarva Funeral Service Association – Vaults & Plants Tour @ Chesapeake – May 17, 2018 & July 31, 2018 – 2 CEU's.
10. David L. Bendar – 2018 Annual OSHA Required Training Holloway FH – January 30, 2018 – 2 CEU's.
11. David L. Bendar - 2018 Annual OSHA Required Training Gasch's FH – January 17, 2018 – 2 CEU's
12. David L. Bendar – 2018 Annual OSHA Required Training – Various dates – 2 CEU's.

13. CANA – To Provide Funeral Service Professionals with Tools and Strategies to Differentiate Themselves from the Competition While Providing Consumers with the Services and Products They Want. - February 6-8, 2018 – 15.5 CEU's.
14. CANA – CANA's Crematory Operations Certification Program (In-Person and Online) Various Dates – 8.0 CEU's.
15. Washington Wilbert Vault Works, Inc. – Better Communication with Families – March 16, 2018 -1 CEU.
16. Omega Digital Press, Inc. – Personalization Roundtable – March 6, 2018 – 1 CEU.
17. Washington Wilbert Vault Works – Washington Wilbert Vault Works Plant Tour – March 6, 2018 – 2 CEU's.
18. Washington Wilbert Vault Works – Outer Burial Container Basics – March 6, 2018 – 1 CEU.

OLD BUSINESS

Family Security Trust Fund Payments

Jim Govoni, Board President, reported since our Family Security Trust Fund is above \$1,000,000.00, existing establishments do not have to pay the \$375.00 this year at renewal. However, if you are opening a new establishment the payment must be included.

Mortuary Transporter ID's

The Mortuary Transporter ID's will be mailed to the address of record for the registered transporter.

Dr. Martin Luther King Jr. Day

The Board office will be closed January 15, 2018 for Dr. Martin Luther King Jr. Day.

LEGISLATIVE UPDATE

Family Security Trust Fund Regulations

Jim Govoni, President reported the Family Security Trust Fund regulations will be in the January issue of the Maryland Register for your review.

NC Dental Regulations

The NC Dental regulations are in the process of being finalized. Once they are finalized, we will have more information.

F.Y.I.

The Board will accept 9 online CEU's for renewal, only 3 in person CEU's are required.

NEW BUSINESS

Joseph N. Zannino will be purchasing his parents firm changing the name to the Joseph N. Zannino Funeral Home.

ADJOURNMENT

Pursuant to Maryland State Government Article, Code § 10-501 et. Seq., on a motion by James Govoni, President, and seconded, then the Board unanimously voted to close its meeting.